

RECRUITMENT RULES

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GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT (ANIMAL HUSBANDRY)

No. A12011/CS(AH)/2014.

Puducherry, the 8th July 2014.

NOTIFICATION

In exercise of the powers conferred by clause (n) of sub-rule (2) of rule 11 of the Rules and Regulations of the Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry and in supersession of the earlier recruitment rules issued relating to the post of Dean in the Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry, save as respects things done or omitted to be done before such supersession, and as resolved in the Board of Governors meeting held on 21-3-2013, the Board of Governors of the Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry, hereby makes the following rules regulating the method of recruitment to the post of Dean in the Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the post of Dean in the Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry Recruitment Rules, 2014.

(2) They shall come into force from the date of their publication in the official gazette.

2. *Number of post, its classification, Pay Band and Grade Pay/Pay Scale .*— The number of the said post, its classification and the Pay Band with Grade Pay/Pay Scale attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*— The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (14) of the said Schedule.

4. *Disqualifications.*— No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Board of Governors, may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Board of Governors is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes/scheduled tribes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF DEAN

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| 1. Name of the post | : Dean |
| 2. Number of post | : 1 (One) [2014] |
| 3. Classification | : Group 'A' |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band : ₹ 37,400 – 67,000 + AGP of ₹ 10,000
(Minimum pay to be fixed at ₹ 43,000) |
| 5. Whether selection post or non-selection post | : Not applicable |
| 6. Age-limit for direct recruits | : Not more than 58 years at the time of application as on the prescribed date. |
| 7. Educational and other qualifications required for direct recruits. | <p>(i) A Master's Degree in Veterinary and Animal Services with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) of a recognised University.</p> <p>(ii) Ph.D. Degree in any branch of Veterinary and Animal Sciences.</p> <p>(iii) Associate Professor/Professor with a total experience of 15 years of Teaching/Research/Administration in Veterinary Universities/Colleges and other Institutions of higher education.</p> <p>(iv) Registration with Central/State Veterinary Council</p> <p><i>Note:</i> (1) A relaxation of 5% marks will be allowed for SC/ST/Differently abled (Physically and Visually Differently abled) categories for the purpose of eligibility and for assessing good academic record. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark.</p> <p><i>Note:</i> (2) A relaxation of 5% will be allowed from 55% to 50% of marks to the Ph.D. Degree holders, who have passed their Master's Degree prior to 19th September 1991.</p> |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of deputation. | : Not applicable |
| 9. Period of probation, if any | : One year for direct recruits |

10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled up by various methods. : By deputation (including short-term contract), failing which by direct recruitment.
11. Tenure/Term : For a period of 3 years only from the date of joining and may be extended for an another period of one year after due approval from Board of Governors, PVCS and after obtaining approval from the Government of Puducherry or the date of superannuation, whichever is earlier.
12. In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption is to be made. : Deputation (including short-term contract):
Officers of Central/State/Union Territory Governments/Universities/Recognised Research Institutions/Public Undertakings:-
(a) (i) holding analogous posts on regular basis; or
(ii) with 3 years regular service in posts in Pay Band ₹ 37,400 - 67,000 + AGP of ₹ 9,000 or equivalent; and
(b) Possessing the qualifications and experience prescribed for direct recruits under column (7).
(Period of deputation including the period of deputation in another *ex-cadre* post held immediately preceding this appointment in the same or some other organisation or department of the Central/State/Union Territory Governments shall ordinarily not exceed 5 years. The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications).
13. If a Departmental Promotion Committee exists, what is its composition? : (i) Chief Secretary to Government . . Chairman
(ii) Secretary to Government (Animal Husbandry). . . Vice-Chairman.
(iii) One expert to be nominated by the Vice-Chancellor, Pondicherry University. . . Member
(iv) Two experts from the field of Veterinary Education and Research to be nominated by Governing Body. . . Members
14. Criteria for selection : Weightage
(a) Past achievements and performance etc. 30%
(b) Presentation (on institution and their prospective plan). 30%
(c) *Viva-voce* 40%

(By order of the Lieutenant-Governor)

A. THANGASAMY,
Under Secretary to Government (AH).

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

(G.O. Ms. No. 41/DP&AR(PW)/GC/U.I, dated 8th July 2014)

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. F.5/4/65-GP, dated the 11th January 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in supersession of the notification issued in G.O. Ms. No. 81, dated 31st October 2007 of the Department of Personnel and Administrative Reforms (Personnel Wing) and the Schedule annexed thereto and published in the Supplement to the Gazette No. 47, dated the 20th November 2007, save as respects things done or omitted to be done before such supersession, which is necessitated consequent on the implementation of the CCS (Revised Pay) Rules, 2008, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to the Group 'C' post of Record Clerk/Keeper in various departments of Government of Puducherry, namely :—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Record Clerk/Keeper (Group 'C' post) Recruitment Rules, 2014.

(2) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of post, its classification and scale of pay.*— The number of the said post, its classification and Pay Band and Grade Pay / Pay Scale attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*—The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualifications.*—No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post :

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*—Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order, and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*—Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF RECORD CLERK/KEEPER

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| 1. Name of the post | : Record Clerk/Keeper |
| 2. Number of posts | : 160 (One hundred and sixty) [2014] subject to variation dependent on workload. |
| 3. Classification | : General Central Services-Group 'C'-Non-Gazetted-Non-Ministerial |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band-1 ₹ 5,200-20,200 + Grade Pay ₹ 1,900 |
| 5. Whether selection post or non-selection post | : Non-selection |
| 6. Age-limit for direct recruits | : Between 18 and 30 years of age

(Relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made).

<i>Note:</i> (1) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.

<i>Note:</i> (2) In the case of the recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date of receipt of applications. |
| 7. Educational and other qualifications required for direct recruits. | : A pass in H.S.C. (12th Class) or its equivalent |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Age : No
Educational qualification : A pass in S.S.L.C. (10th Class) or its equivalent. |

9. Period of probation, if any : Two years for direct recruits
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By promotion failing which by direct recruitment
Note: Direct recruits and promotees shall have to pass the prescribed departmental test within the period of probation.
11. In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption is to be made. : Promotion from the post of Multi-Tasking Staff (General) with 3 years of service rendered in the grade after appointment thereto on regular basis and who have exercised unconditional option for promotion to the post of Record Clerk/Keeper and possessing educational qualification prescribed at column (8).
Note: Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
12. If a Departmental Promotion Committee/Recruitment Committee exists, what is its composition? : *Group 'C' Departmental Promotion Committee (for considering promotion/Departmental Confirmation Committee (for considering confirmation)/Recruitment Committee:—*
 (1) Secretary-in-charge of Department . . . Chairman of Personnel.
 (2) Joint/Deputy/Under Secretary . . . Member to Government (DP&AR).
 (3) Joint/Deputy/Under Secretary . . . Member to Government (Finance).
13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. : Not applicable

(By order of the Lieutenant-Governor)

V. THENRALI,
 Under Secretary to Government.

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

(G.O. Ms. No. 42/DP&AR(PW)/GC/U.I, dated 8th July 2014)

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No.F.5/4/65-GP, dated the 11th January 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in supersession of the notification issued in G.O. Ms. No. 53, dated 20th June 2008 of the Department of Personnel and Administrative Reforms (Personnel Wing) and the Schedule annexed thereto and published in the Supplement to the Gazette No. 28, dated 8th July 2008 and in supersession of the notification issued in G. O. Ms. No. 10, dated 29th July 1980 of the Legislative Assembly Department and the Schedule annexed thereto and published in the Supplement to the Gazette No. 34, dated 19th August 1980, save as respects things done or omitted to be done before such supersessions, which is necessitated consequent on the implementation of the CCS (Revised Pay) Rules, 2008, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to the Group 'C' post of Telephone Operator in various departments of Government of Puducherry, namely :—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Telephone Operator (Group 'C' post) Recruitment Rules, 2014.

(2) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of post, its classification and scale of pay.*— The number of the said post, its classification and Pay Band and Grade Pay / Pay Scale attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*—The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualifications.*—No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post :

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*—Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order, and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*—Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF TELEPHONE OPERATOR

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| 1. Name of the post | : Telephone Operator |
| 2. Number of posts | : 53 (Fifty-three) [2014] subject to variation dependent on workload. |
| 3. Classification | : General Central Services-Group 'C'-Non-Gazetted-Non-Ministerial |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band-1 ₹ 5,200-20,200 + Grade Pay ₹ 1,900 |
| 5. Whether selection post or non-selection post | : Non-selection |
| 6. Age-limit for direct recruits | : Between 18 and 30 years of age

(Relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made).

<i>Note:</i> (1) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.

<i>Note:</i> (2) In the case of the recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date of receipt of applications. |
| 7. Educational and other qualifications required for direct recruits. | : (i) A pass in H.S.C. (12th Class) or its equivalent
(ii) A pass in Certificate Course in Telephone Operator conducted by any institution recognised by the Government. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Age : No
Educational qualification :
(i) A pass in S.S.L.C. (10th Class) or its equivalent
(ii) A pass in Certificate Course in Telephone Operator conducted by any institution recognised by the Government. |

9. Period of probation, if any : Two years for direct recruits
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By promotion failing which by direct recruitment
11. In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption is to be made. : Promotion from the post of Multi-Tasking Staff (General) and the isolated post of Tailor in the Lieutenant-Governor's Secretariat with 3 years of service rendered in the grade after appointment thereto on regular basis and who have exercised unconditional option for promotion to the post of Telephone Operator and possessing educational qualification prescribed at column (8).
Note: Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
12. If a Departmental Promotion Committee/Recruitment Committee exists, what is its composition? : *Group 'C' Departmental Promotion Committee (for considering promotion)/Departmental Confirmation Committee (for considering confirmation)/Recruitment Committee:—*
(1) Secretary-in-charge of Department . . Chairman of Personnel.
(2) Joint/Deputy/Under Secretary . . Member to Government (DP&AR).
(3) Joint/Deputy/Under Secretary . . Member to Government (Finance).
13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. : Not applicable

(By order of the Lieutenant-Governor)

V. THENRALI,
Under Secretary to Government.